

(1) REQUEST TO TRANSFER LIABILITY

111 Maryland Avenue
Rockville MD 20850

CITATION NO. RK0000012345

VEHICLE Year, Make and Model: 2000 Toyota Camry

License Plate Number: ABC-123 State: MD

Citation issued To: John Doe

Address: 123 Anywhere Parkway
Everywhere, MD 00000

AFFIDAVIT

My name is John Doe. I was issued the above citation on December 12, 2009 for a speed violation under the safe speed program. Even though I am the registered owner of the vehicle identified above, I was not operating the vehicle when the above violation took place. I was on travel for my job at the Department of Homeland Security when this citation was issued. I have attached a copy of my travel itinerary for the date and time the citation was issued. I have also attached a copy of a notarized statement from my Human Resources Department indicating that I was on travel at the time the citation was issued.

I left my vehicle in the care and custody of my college aged son and I believe that he was driving the car at the time of this infraction. His name is James Doe. His address is also 123 Anywhere Parkway, Everywhere, MD 00000. His date of birth is June 11, 1980. I do not know his driver's license number. Please transfer liability from me to James Doe.

I do declare or affirm under the penalties of perjury that the above statement is true and correct to the best of my knowledge, information and belief.

Date Signature

Print Name

Attachments:

1. Travel Itinerary for December 12, 2009
2. Notarized Statement from Employer